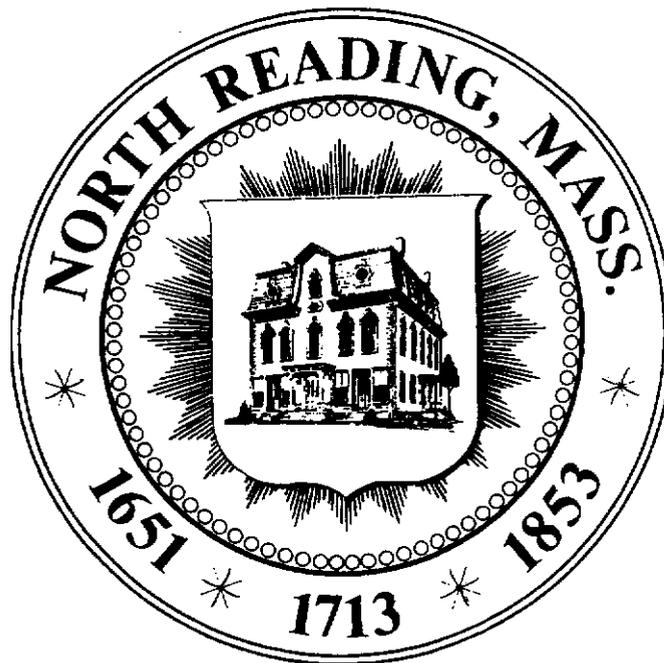


**TOWN OF NORTH READING  
MASSACHUSETTS**

**ANNUAL  
TOWN MEETING WARRANT**

**AND  
REPORT OF THE FINANCE COMMITTEE**



**Daniel H. Shay Performing Arts Center, North Reading High School, Park Street**  
Please bring this book with you to the Town Meeting.

## PROCEDURE FOR TOWN MEETING

1. Moderator presides, using Roberts Rules of Order, except as provided by the General Laws, the Charter and By-Laws.
2. Articles in the warrant are considered in the order in which they appear, but voters may move to consider them out of order. (This takes a 4/5 vote of the Town Meeting.)
3. In order for an article to be considered by Town Meeting, it must be moved and seconded. The article is then open for debate by all in attendance.
4. To speak at Town Meeting, stand and say Mr. Moderator. After being recognized by the Moderator, state name and address before making any remarks.
5. Debate may be ended by a voter's "Move the question."
6. Amendments to original motion must be presented in writing to the Moderator. Upon being seconded and discussed, the Moderator calls for a vote. If passed, the original motion, as amended, is then voted.
7. Reconsideration of a vote is permitted only once and only at that session of Town Meeting.

The above information was prepared by the North Reading League of Women Voters.

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## A CITIZEN'S CHECKLIST FOR TOWN MEETING

To be considered on each vote:

1. **IS IT NECESSARY?** Or is it something that is not really needed or perhaps already being provided by a private or public group?
2. **CAN WE AFFORD IT?** Remember, there is no limit to what we would like, but there is a limit to what we can afford.
3. **WHAT WILL IT ULTIMATELY COST?** Many proposals are like icebergs - only a small fraction of the total cost is apparent on the surface.
4. **HOW WILL IT AFFECT BASIC LIBERTIES?** If it imposes unreasonable or illegal restraints on your life or that of others it should be vigorously opposed.
5. **IS IT IN THE BALANCED BEST INTEREST OF ALL?** If it is designed to benefit a small group of special interests, while taking unfair advantage of others, work for its defeat.
6. **IS IT A "FOOT IN THE DOOR" PROPOSITION?** Compromising a little now may bring an oppressive burden later, either in more regulations or more taxes or a combination of both.
7. **DOES IT PLACE TOO MUCH POWER IN THE HANDS OF ONE INDIVIDUAL OR GROUP?** Once the decisive power is granted to a non-elected public official or a commission as a municipal authority, the private citizen lose effective control.
8. **IS ITS APPEAL BASED ON EMOTIONAL PROPAGANDA OR FACTS?** The further a proposition gets away from facts, the more critical one should be.

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*Each article is accompanied by a "Description..." of what each article does.  
Italicized information is explanatory in nature.*

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## Finance Committee Report to Town Meeting

June 2016

Our North Reading Charter states that June Town Meeting shall “consider an annual operating and capital budget, and to act on other financial matters” along with other business. The FY17 operating and capital budgets can be found in Articles 20 and 21, respectively, and represent months of submissions, reviews, and revisions aimed at balancing the cost of services to citizens within available revenue. These spending articles were developed with input from many school and town employees, department heads, committee members, and elected officials in the largest recurring planning effort for our town.

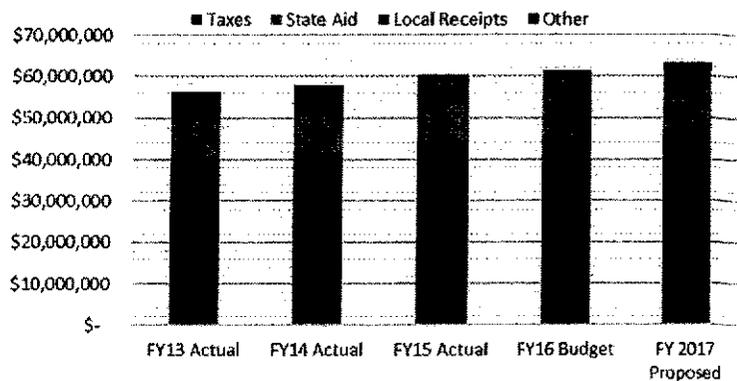
As has been the case for many years now, the FY17 budget required difficult choices, and this challenge is unlikely to lessen as we move forward. In response, the Financial Planning Team – comprised of leaders from our Town, Board of Selectmen, School, School Committee, and Finance Committee – developed a three-year forecast of town revenue and expenses. It highlighted longer-term concerns about the impact of new costs to the Town and as well as existing costs that will likely rise faster than our expected revenue. The hard truth is that we face a structural problem with, as of now, no identified solution, but such long-term planning is intended to provide the time to develop responses and strategies that serve our Town’s best interests.

### Operating Budget Revenue

Under the proposed FY17 budget, property taxes would provide approximately 75% of town revenue. State aid accounts for nearly 14.5%, local receipts represent 7.5%, and 3% will come from other sources. The total revenue increase is \$2.1 million (3.2%) compared to FY16.

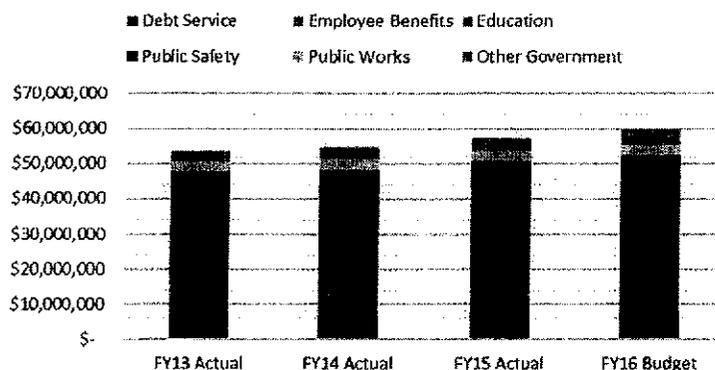
State Aid was still being estimated at the time the warrant was printed, but the reality is that it continues to be a declining percentage of total town revenue. Chapter 70 education aid represented nearly 80% of our state revenues last year, and the Governor’s FY17 budget proposes a modest 1.2% increase for education.

North Reading Revenue History



### Operating Budget Spending

North Reading Budget Trend



Debt service and employee benefits are considered “Fixed Costs” and are deducted from available revenue prior to school and town budget allocations. Health insurance costs have been a particular challenge, but we’re thankful for the cooperation of the town’s unions – via the insurance advisory committee – that helped reduce an initial 12.5% (\$360K) increase to a more palatable 7+% increase, achieved through plan

design changes. Other noteworthy fixed cost drivers include county retirement, which jumped 6.5% (\$216K), and higher contributions to our Other Post Employment Benefits (OPEB) fund, with the goal of reducing the large liability that North Reading faces, not unlike many other Massachusetts towns.

The Article 21 Capital Expenditures detail was developed by the Capital Improvement Planning Committee, providing stability and multi-year planning to our durable asset spending, along with funding recommendations that keep related debt service at a predictable level. We are thankful for their efforts.

The **Stabilization Fund** is our backstop for significant and unforeseen fiscal issues. The Finance Committee recommends a funding level of at least 5% of our net revenue, which is higher than our present 3.9%. Article 5 provides the opportunity to change this funding; the recommended amount at Town Meeting is an indicator of the difficulty we face providing a balanced budget, as required by state law.

### Funds Status

The town has these fund balances; some are restricted where they can be used:

Fund	4/22/2016 Balance	Spending Authorization
Free Cash	\$ 838,754.00	Town Meeting Majority
Stabilization	\$ 2,047,195.20	Town Meeting 2/3 Vote
Cell Tower	\$ 489,356.88	Town Meeting Majority
Ambulance	\$ 778,456.66	Town Meeting Majority
Debt Capital Stabilization	\$ 1,135,680.80	Town Meeting 2/3 Vote
Water Infrastructure Stabilization	\$ 542,412.03	Town Meeting 2/3 Vote
Water Retained Earnings	\$ 179,787.00	Town Meeting Majority
Solid Waste Stabilization	\$ 70,543.34	Town Meeting 2/3 Vote
Reserve Fund	\$ 50,051.50	Finance Committee

### Reserve Fund

The Reserve Fund, administered by the Finance Committee, is for unforeseen expenses. Below is a list of how these funds have been appropriated thus far in FY16.

Date	Purpose	Amount	Balance
7/1/2015	Appropriation		\$ 110,000.00
4/6/2016	Information Technology Server Room AC	\$ (34,948.50)	\$ 75,051.50
4/20/2016	DPW – Storm-water Street Sweeping	\$ (25,000.00)	\$ 50,051.50

We hope this report encourages interest and involvement in town government. We particularly appreciate Town Finance Director Elizabeth Rourke and Town Administrator Michael Gilleberto for their reliable and substantial contributions throughout the year, as well as assistance and direction provided by the School Department's Director of Finance Michael Connelly and Superintendent Jon Bernard.

We look forward to your Town Meeting participation.

Respectfully submitted,

Abby Hurlbut, Chair

Joe Duffy

Ted Haggerty

Dan Pulver, Vice Chair

Joe Foti

Don Kelliher

Richard Johnson, Clerk

Ben Gamer

Jay Sultan

**TOWN of NORTH READING  
REVENUE FORECAST  
June 6, 2016**

	FY 2016 Budget	FY 2017 Projection
<b>TAXES:</b>		
PRIOR YEAR ADJUSTED LEVY LIMIT	37,972,765	39,546,365
AMENDED FY 2014 NEW GROWTH		
ADD 2.5%	949,319	988,659
NEW GROWTH	624,281	500,000
ADJUSTED LEVY LIMIT	39,546,365	41,035,024
DEBT EXCLUSION - PERMANENT	1,776,724	1,745,304
DEBT EXCLUSION - HIGH SCHOOL/MIDDLE	4,506,800	4,629,600
EXCESS LEVY CAPACITY	(12,425)	
<b>TOTAL TAXES</b>	<b>45,817,464</b>	<b>47,409,928</b>
<b>STATE AID: CHERRY SHEET - EXPANDED</b>		
CHAPTER 70	6,802,307	6,937,937
UNRESTRICTED GENERAL GOVERNMENT AID	1,636,830	1,707,214
ANNUAL FORMULA LOCAL AID	-	-
VETERANS' BENEFITS	168,777	168,777
POLICE CAREER INCENTIVE		
EXEMPTIONS: BLIND, ELDERLY, SURV SP	36,584	41,609
CHAPTER TUITION REIMBURSEMENT	-	-
SCHOOL LUNCH -OFFSET RECEIPT	-	-
PUBLIC LIBRARIES - OFFSET RECEIPT	15,460	15,748
STATE OWNED LAND	35,750	35,458
	<b>8,695,708</b>	<b>8,906,743</b>
<b>STATE AID: OTHER</b>		
SBAB REIMBURSEMENT	243,393	243,393
<b>TOTAL STATE AID</b>	<b>8,939,101</b>	<b>9,150,136</b>
<b>LOCAL RECEIPTS:</b>		
MOTOR VEHICLE EXCISE	2,200,000	2,400,000
PENALTIES & INTEREST	200,000	220,000
PAYMENT IN LIEU OF TAXES	215,000	254,000
TRASH FEE	945,167	960,000
FEES	150,000	150,000
CEMETERY	25,000	25,000
DEPARTMENTAL REVENUE	25,000	35,000
LICENSES & PERMITS	350,000	385,000
FINES & FORFEITS	13,000	15,000
INVESTMENT INCOME	8,000	10,000
MUNICIPAL MEDICAID	50,000	50,000
MISC. RECURRING- MEALS TAX	200,000	210,000
MISC. NON-RECURRING	-	-
<b>TOTAL LOCAL RECEIPTS</b>	<b>4,381,167</b>	<b>4,714,000</b>
REVENUE SUB-TOTAL	59,137,732	61,274,064
<b>OTHER FINANCING SOURCES:</b>		
TRNSFR FR RESERVE SEPTIC LOANS	15,872	15,872
DEBT SERVICE STABILIZATION FUND	561,922	620,000
DEBT EXCLUSION/BATCH PREMIUM	43,916	43,916
TRANSFER FROM CELL TOWER ACCT.	250,000	250,000
TRANSFER FROM CONCOM ACCT.	-	-
TRANSFER FROM CEMETERY ACCT.	10,000	10,000
TRANSFER FROM PERPETUAL CARE	20,000	20,000
TRNSFR FROM AMBULANCE RESERVE	544,241	555,126
TRANSFER FROM WATER (INDIRECT)	419,822	432,417
TRANSFER FROM RECREATION (INDIRECT)	15,167	15,637
TRANSFER FROM SOLID WASTE STAB	60,000	-
TRANSFER FROM TOWN OWNED LAND	-	-
TRANSFER FROM PREMIUM FOR SALE OF BONDS	100,000	86,733
TRANSFER FROM STABILIZATION	-	-
OTHER POST EMPLOYMENT TRUST FUND		230,000
HEALTH INSURANCE TRUST FUND	75,000	50,000
UTILIZATION OF FREE CASH		-
	<b>2,115,940</b>	<b>2,329,701</b>
<b>TOTAL GENERAL FUND REVENUE</b>	<b>61,253,672</b>	<b>63,603,765</b>
<b>Expenditures</b>	<b>61,253,672</b>	<b>63,603,765</b>
<b>Variance</b>	<b>0</b>	<b>0</b>

**TOWN of NORTH READING  
FY17 APPROPRIATION PROJECTION  
June 6, 2016**

**APPROPRIATIONS:**

DEPARTMENT	FY16 Revised Budget	FY17 Selectmen Recommendations
SELECTMEN	23,363	23,413
MODERATOR	50	50
TOWN ADMIN.	295,704	397,023
SALARY POOL	359,648	653,486
FINANCE COMMITTEE	1,935	2,025
RESERVE FUND	110,000	110,000
FINANCE DIRECTOR	73,446	73,703
ACCOUNTING	277,260	288,723
ASSESSING	216,334	219,991
TREASURY	58,199	58,499
COLLECTION	256,505	266,705
LEGAL COUNSEL	128,000	128,000
INFO SYSTEMS	419,582	438,802
Info Systems Capital	15,000	15,000
TOWN CLERK and Elections	219,635	251,155
Town Clerk Misc. Capital	0	2,000
CONSERVATION COMM.	34,503	32,891
COMMUNITY PLANNING	149,542	152,959
CPC Misc. Capital	0	0
BOARD OF APPEALS	26,182	19,331
POLICE DEPARTMENT	3,374,333	3,419,933
Police Misc. Capital	83,644	102,539
FIRE DEPARTMENT	2,993,189	3,046,041
Fire Misc. Capital	37,100	33,100
CODE ENFORCEMENT	233,856	227,252
EMERGENCY MANAGEMENT	3,478	3,478
DEPT. of PUBLIC WORKS	2,094,270	1,956,986
DPW Misc. Capital	0	20,000
FUEL	189,000	175,496
SANITATION	953,170	952,664
HEALTH	218,599	225,038
ELDER SERVICES	156,981	149,622
Elder Services Misc. Capital	0	0
VETERANS' SERVICES	359,761	362,655
LIBRARY	497,827	511,528
RECREATION	200,951	211,099
YOUTH SERVICES	55,158	55,478
<b>GENERAL GOVT. SUB TOTAL</b>	<b>14,116,203</b>	<b>14,586,643</b>
SCHOOL OPERATIONS	27,495,074	28,546,142
<b>GEN. GOVT. &amp; SCHOOL SUB TOTAL</b>	<b>41,611,277</b>	<b>43,132,785</b>
<b>UNAPPROPRIATED and OTHER SHARED COSTS:</b>		
CAPITAL IMPROVEMENT PLAN	121,000	150,500
REGIONAL SCHOOL ASSESSMENT	631,503	706,102
DEBT SERVICE NON-EXEMPT	1,179,646	1,298,909
DEBT SERVICE EXEMPT	6,570,833	6,662,213
DEBT SERVICE - SHORT TERM INTEREST	40,000	49,500
EMPLOYEE BENEFITS	9,702,388	10,059,258
OTHER POST EMPLOYMENT BENEFITS	125,000	250,000
TO CAPITAL IMPROVEMENT STABILIZATION & STABILIZATION		0
STATE & COUNTY CHARGES	160,688	169,228
CHERRY SHEET OFFSETS	15,460	15,460
EXCESS CAPACITY NOT APPROPRIATED	12,425	0
RESERVE for ABATE & EXEMPT.	318,856	375,000
SNOW & ICE DEFICIT	249,440	250,000
RETIREMENTS	87,588	168,000
GENERAL LIABILITY INSURANCE	371,343	318,810
RAISE & APPROPRIATE FOR OTHER ARTICLES	56,225	
USE OF FREE CASH		
APPROPRIATED at OCTOBER TOWN MEETING		
<b>OTHER COSTS SUB TOTAL</b>	<b>19,642,395</b>	<b>20,470,980</b>
<b>GRAND BUDGET TOTAL</b>	<b>61,253,672</b>	<b>63,603,765</b>
<b>REVENUE PROJECTION</b>	<b>61,253,672</b>	<b>63,603,765</b>
<b>PROJECTED SURPLUS/(DEFICIT)</b>	<b>0</b>	<b>0</b>

**COMMONWEALTH OF MASSACHUSETTS**

**TOWN OF NORTH READING**

**ANNUAL TOWN MEETING**

**JUNE 6, 2016**

**7:00 P.M.**

Middlesex, SS.

To either of the Constables of the Town of North Reading in the County of Middlesex, GREETINGS.

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in Town affairs, to meet at the Daniel H. Shay Performing Arts Center, North Reading High School, Park Street in said North Reading, on **MONDAY, the SIXTH DAY OF JUNE, 2016, at seven o'clock** in the evening, then and there to act on the following articles:--

---

**Article 1    FY2016 Budget Amendment**

To see if the Town will vote to amend the FY2016 Operating Budget voted under Article 13 of the June 1, 2015 Annual Town Meeting, including the funding of the first year of certain collective bargaining agreements, and appropriate by transfer from unexpended funds remaining in Warrant Articles of previous years, or appropriate by transfer from any available source of funds, or borrow a sum of money for such purposes; or what it will do in relation thereto.

**Sponsor:**    Board of Selectmen

**Description...**

*This is a routine article to provide supplemental funding for department budgets for FY2016, including potentially funding the first year of certain collective bargaining agreements. A request for funds will be available for town meeting, if necessary.*

**Recommendations ...**

**Selectmen:** Recommendation to be made at Town Meeting.

**Finance Committee:** Recommendation to be made at Town Meeting.

---

**Article 2    Fund FY2016 Snow and Ice Deficit**

To see if the Town will vote to transfer from any available source of funds, or appropriate and transfer from unexpended warrant articles of previous years a sum of money to fund a deficit in the FY2016 Snow and Ice Budget; or what it will do in relation thereto.

**Sponsor:**    Board of Selectmen

**Description...**

*This article provides funds for the Snow and Ice Budget when necessary. There is no projected need for an additional appropriation for Snow and Ice expenses at this time.*

**Recommendations ...**

**Selectmen:** Recommendation to Pass Over

**Finance Committee:** Recommendation to be made at Town Meeting.

**Article 3      FY2016 Appropriate Funds to Capital Improvement Stabilization Fund**

To see if the Town will vote to transfer a sum of money from the FY2016 Operating Budget voted under Article 13 of the June 1, 2015 Annual Town Meeting, or appropriate by transfer from any available source of funds a sum of money to be added to the Capital Improvement Stabilization Fund established under Article 5 of the October 2007 Town Meeting; or what it will do in relation thereto.

**Sponsor:**    Board of Selectmen

**Description...**

*The Board of Selectmen proposes to transfer surplus funds, if any, to the Town's Capital Improvement Stabilization Fund. The use of this fund includes funding capital purchases in order to reduce the need for borrowing for certain projects. The current balance in the account is \$1,135,681. An estimated amount is to be added to the Fund from various sources under this article.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

---

**Article 4      FY2016 Transfer Funds to Water Stabilization Fund**

To see if the Town will vote to transfer a sum of money from the FY2016 Operating Budget voted under Article 13 of the June 1, 2015 Annual Town Meeting, FY2016 Water Department retained earnings or appropriate by transfer from any available source of funds a sum of money to be added to the Water Stabilization Fund; or what it will do in relation thereto.

**Sponsor:**      Finance Committee

**Description...**

*The Water Stabilization Fund is used to fund water enterprise capital projects. It is proposed an amount be transferred from Water Retained Earnings into the Water Stabilization Fund. The present balance in the Fund is \$542,412.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

**Article 5 FY2016 Appropriate Money to Stabilization Fund**

To see if the Town will vote to transfer a sum of money from the FY2016 Operating Budget voted under Article 13 of the June 1, 2015 Annual Town Meeting, or appropriate by transfer from any available source of funds a sum of money to be added to the Stabilization Fund; or what it will do in relation thereto.

**Sponsor:** Finance Committee

**Description...**

*The Board of Selectmen proposes to transfer surplus funds, if any, to the Town's Stabilization Fund. The Stabilization Fund may be used for any lawful purpose, however, it represents the Town's rainy day fund for unexpected emergencies. The current balance in the account is \$2,047,195.*

**Recommendations ...**

**Selectmen:** Recommendation to be made at Town Meeting.

**Finance Committee:** Recommendation to be made at Town Meeting.

---

**Article 6 FY2016 Transfer Funds to Solid Waste Stabilization Fund**

To see if the Town will vote to transfer a sum of money from the FY2016 Operating Budget voted under Article 13 of the June 1, 2015 Annual Town Meeting, or appropriate by transfer from any available source of funds a sum of money to be added to the Solid Waste Stabilization Fund established under Article 23 of the April 3, 2006 Town Meeting; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This article seeks to transfer surplus funds, if any, from Trash Receipts to be used to offset future Solid Waste costs. The current balance in this account is \$70,543.*

**Recommendations...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

---

**Article 7 FY2016 Transfer Funds to Other Post Employment Benefits Liability Trust Fund**

To see if the Town will vote to raise by taxation and appropriate or appropriate by transfer from available funds, a sum of money to the Other Post Employment Benefits Liability Trust Fund established under Article 19 of the June 3, 2013 Town Meeting; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This article will transfer surplus funds, if any, to supplement a reserve account to pay for future health costs for retirees. The Board of Selectmen has developed a strategy to more aggressively fund this liability, and it is anticipated that transfers into this account will continue in upcoming fiscal years. The current balance in this account is \$279,645.*

**Recommendations...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

**Article 8      Select Town Officers**

To choose all necessary Town officers not elected by ballot, and determine what instructions shall be given to them.

**Sponsor:**    Board of Selectmen

**Description...**

*This is a customary article required by law which provides for the selection of officers not otherwise specified within the Annual Town Election Ballot, the General By-laws or the Charter.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** No action required.

---

**Article 9      Hear and Act on Reports of Town Officers and Committees**

To hear and act upon the reports of Town Officers and Committees.

**Sponsor:**    Board of Selectmen

**Description...**

*This is a customary article which provides for Officers and Committees so instructed to report to Town Meeting their progress or recommendations.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** No action required.

---

**Article 10     Authorize Director of Public Works to Accept Easements**

To see if the Town will vote to authorize the Director of Public Works to accept, on behalf of the Town, easements in perpetuity from owners of record in cases where such easements are deemed necessary or desirable for the installation and maintenance of drainage and water mains, or for other construction, which easements are in the interests of public health, welfare, safety, or convenience to the motoring public; or what it will do in relation thereto.

**Sponsor:**    Board of Selectmen

**Description...**

*This article is presented annually to allow the Director of Public Works to accept easements for the construction and maintenance of water mains, drainage and other purposes.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** No action required.

---

**Article 11 Authorize Treasurer to Enter into Compensating Balance Agreements**

To see if the Town will vote to authorize its Treasurer/Collector to enter into a compensating balance agreement or agreements for FY2017 pursuant to MGL Chapter 44, Section 53F; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This is a customary article which allows the Treasurer to enter into compensating balance agreements with banks through which a portion of the interest earnings of deposits are retained by the bank in exchange for services.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

---

**Article 12 Authorize Chapter 90 Highway Construction**

To see if the Town will accept and expend such sum or sums of money that may be available under the provisions of Massachusetts General Laws, Chapter 90, Section 34, Clause 2(a) or other state roadway reimbursement programs and to authorize the Board of Selectmen to enter into a contract with the Massachusetts Department of Transportation Highway Division for the construction, reconstruction or maintenance of roadways in Town; or what it will do in relation thereto.

**Sponsor:** Department of Public Works

**Description...**

*This article authorizes the use of Chapter 90 State Highway Aid for road and highway improvements. The Town anticipates receiving \$510,258 in Fiscal Year 2017 Chapter 90 Funding for local projects.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

---

**Article 13 Prior Year Bills**

To see if the Town will vote to raise by taxation and appropriate, or appropriate by transfer from any available source of funds, a sum of money to pay prior year bills; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This article provides for payment of prior fiscal year bills which were not submitted prior to the end of fiscal year 2015. The requested amount for prior year bills will be available at town meeting. A 4/5 vote is required for approval of this article.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

**Article 14 Naming of Corridor at North Reading Middle/High School**

To see if the Town will vote to name the Middle School corridor extending from "Main Street" to the District Administrative Offices in honor of Mr. Charles Jones, former teacher and administrator of the North Reading Middle School.

**Sponsor:** School Department

**Description...**

*This article requests to name the Middle School corridor extending from "Main Street" to the District Administrative Offices in honor of Mr. Charles Jones, former teacher and administrator of the North Reading Middle School.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** No action required.

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**Article 15 Rescind Authorization to Borrow**

To see if the Town will vote to rescind the authorized, but unissued balances of various borrowing authorizations approved by the Town from time to time, which amounts are no longer needed to pay costs of completing the projects for which they were originally approved, or to take any other action relative thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This is a routine article seeking to rescind bond authorizations that are no longer needed because the respective projects are completed or have been abandoned.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

**Article 16 Appropriate Free Cash for Bond Appropriation**

To see if the Town will appropriate \$1,169.25 to replenish the capital account for modular classroom purchases established pursuant to a vote of the Town under Article 14 of the warrant at the Town Meeting held on December 5, 2006, which account had been inadvertently closed out, and if such account is replenished, to determine whether the \$1,169.25 in such account shall be allocated to pay costs of interior upgrades to the Fire Station, in accordance with M.G.L. c. 44, s. 20, or take any other action relative thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This is a housekeeping article that seeks to return to a capital account which account was inadvertently closed out the amount of \$1,169.25 originally borrowed for modular classroom purposes.. These funds in the amount of \$1,169.25, which are not required for the original authorized purpose would then be applied to interior upgrades to the Fire Station which total \$200,000 (as presented in the capital expenditures proposed in Article 21.)*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

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**Article 17 Reappropriate Water Bond Proceeds**

To see if the Town will vote to re-appropriate or transfer the remaining bond proceeds for the Tower Hill Anchor Bolt Repairs, originally appropriated under Article 14 of the June 2, 2014 Town Meeting, for Water Distribution System Upgrades; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This article proposes to apply surplus funds from an amount previously borrowed for Tower Hill Anchor Bolt replacement towards Water Distribution System Upgrades. The original scope of replacing the anchor bolts was revised to repairing the anchor bolts. An amount of \$77,568 remains in the bond, and is proposed to be applied toward the Water Distribution System Upgrades totaling \$150,000 (as presented in the capital expenditures proposed in Article 21.)*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

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**Article 18 Planning, Design, and Land Acquisition for MWRA Water Interconnection**

To see if the Town will vote to raise by taxation and appropriate, appropriate and transfer from unexpended funds remaining in Warrant Articles of previous years, appropriate by transfer from available funds, and/or borrow a sum of money for the purpose of planning and designing the improvements and acquiring interests in real property necessary to effect the Town's interconnection with the MWRA water system and the construction of a pump station, including but not limited to the development of design plans for the project, the preparation of bid documents, the oversight of permitting and actual construction of such improvements, the

acquisition of temporary and/or permanent interests in land, and everything incidental or related thereto, and to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, be authorized to borrow under and pursuant to Massachusetts General Laws Chapter 44 Section 7 or Section 8, or any other enabling authority, and to issue bonds or notes of the Town therefor; or what it will do in relation thereto

**Note:** Without limiting the generality of the foregoing warrant article, it is expected that the project costs will break down as follows:

<b>Project</b>	<b>Department</b>	<b>Cost</b>	<b>Source of Funds</b>
Reading Water System Improvements – Design/Permit/Bid	Water	\$100,000	Bond
North Reading System Improvements – Design/Permit/Bid	Water	\$175,000	Bond
Pump Station – Site Screening/ Design/Permit/Bid	Water	\$100,000	Bond
Pump Station Land Acquisition	Water	\$750,000	Bond

**Sponsor:** Board of Selectmen

**Description...**

*This article seeks to fund planning, engineering, permitting, and related expenses associated with the interconnection to the Massachusetts Water Resources Authority that is proposed in Article 19. This article will also fund costs, excluding construction, associated with the location of a pump station.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

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**Article 19 Authorize Acceptance of Water from Massachusetts Water Resource Authority (MWRA), Authorize Petition to Amend MWRA Enabling Legislation to Extend into Town, and Authorize Board of Selectmen to Execute Necessary Agreements and Documents.**

To see if the Town will vote, in accordance with the provisions of Section 8(d) and (e) of Chapter 372 of the Acts of 1984, to accept an extension of the Massachusetts Water Resource Authority's ("MWRA") water system into the Town of North Reading for purposes of providing the Town with a supply of potable water for its inhabitants;

and further, to authorize the Board of Selectmen to petition the General Court and the Governor to amend said Section 8(d) of Chapter 372 of the Acts of 1984, to permit the extension of the MWRA water system into the Town of North Reading;

and further, to authorize the Board of Selectmen to enter into an agreement with the MWRA as may be required or necessary to receive a supply of water at prevailing rates charged by the MWRA to communities in its water supply system, for a period of greater than three years

and upon such terms and conditions as the Board of Selectmen deem in the best interests of the Town, and to authorize the Board of Selectmen to enter into all agreements, and to execute any and all instruments and applications as may be necessary or convenient on behalf of the Town to affect the purposes of this vote; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This article would authorize the Board of Selectmen to take the required steps for the Town to join the Massachusetts Water Resources Authority.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

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## **Article 20 FY 2017 Operating Budget**

To see if the Town will vote to fix the compensation of all elected officers, provide for a reserve fund, and allocate sums of money to defray charges and expenses of the Town, including or relating to, but not limited to:

- Town Boards,
- Town Departments,
- Town Committees,
- Debt and the interest thereon, and
- Wages and Salaries
- Employee Benefits

for the fiscal year ending June 30, 2017 to appropriate the funds required for the aforementioned purposes and/or to fund the first year of certain collective bargaining agreements; and to raise these funds by taxation as authorized by MGL Ch. 59, by transferring unexpended funds remaining in accounts established by Warrant Articles of previous Town Meetings or any other available source of funds; or what it will do in relation thereto.

**Description...**

*This Article is the annual operating budget of General Government, including potentially funding the first year of certain collective bargaining agreements, and the School Department. It sets forth appropriations of funds to pay for all the normal costs of providing governmental services to the community for the period of July 1, 2016 to June 30, 2017. The budget is voted in two (2) motions; one for appropriations requiring a majority vote and a second for appropriations requiring a 2/3<sup>rd</sup> vote.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

June 6, 2016

FY2017

	FY15 Budget	FY15 Expended	FY16 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
<b>FUNCTION SUMMARY</b>						
ALL COSTS	64,292,445	63,661,481	65,442,332	67,708,601	67,708,601	67,708,601
GENERAL GOVERNMENT:						
ADMINISTRATION	1,234,502	907,588	1,290,043	1,632,787	1,632,787	1,632,787
FINANCE	10,561,932	10,393,575	11,018,714	11,420,681	11,420,681	11,420,681
PUBLIC SAFETY	6,762,453	6,652,753	6,944,198	7,057,380	7,057,380	7,057,380
PUBLIC WORKS	3,816,335	3,893,135	3,238,440	3,105,146	3,105,146	3,105,146
GENERAL SERVICES	1,324,547	1,222,521	1,288,361	1,332,437	1,332,437	1,332,437
LAND USE	235,209	188,565	210,227	205,181	205,181	205,181
EDUCATION	27,263,935	27,261,815	28,126,577	29,252,244	29,252,244	29,252,244
DEBT SERVICE	7,747,273	7,722,718	7,790,479	8,010,622	8,010,622	8,010,622
ENTERPRISES	5,346,259	5,319,012	5,536,292	5,692,123	5,692,123	5,692,123

Above is a summary, by function, of the FY2017 Operating Budgets of all Town Departments. The detail for these budgets is on the following pages.

THIS SPACE FOR NOTES

	FY15 Budget	FY15 Expended	FY16 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
<b>FUNCTION SUMMARY</b>						
<b>A D M I N I S T R A T I O N</b>						
MODERATOR	50	50	50	50	50	50
1 SALARIES	50	50	50	50	50	50
2 EXPENSES						
The Moderator is an elected position. The responsibilities of the Moderator are the conduct of Town Meetings and the appointment of Finance Committee Members. The moderator may also appoint members to other committees as directed by Town Meeting.						
FINANCE COMMITTEE	1,880	845	1,935	2,025	2,025	2,025
3 SALARIES	1,355	641	1,410	1,500	1,500	1,500
4 EXPENSES	525	204	525	525	525	525
The Finance Committee consists of 9 members appointed by the Moderator. The Committee has the responsibility to make recommendations to Town Meeting on all fiscal matters and such other matters as it deems appropriate. The Committee is responsible for administering the Reserve Fund. The Salaries line item is to fund the services of a part-time secretary.						
RESERVE FUND	31,385	-	110,000	110,000	110,000	110,000
5 EXPENSES	31,385		110,000	110,000	110,000	110,000
This fund is appropriated to provide for extraordinary and unforeseen expenditures. In FY15 the Reserve Fund was budgeted at \$120,300 of which \$88,915 was transferred to various Departments. The additional budgets and expenditures are included under the appropriate departments.						
GENERAL INSURANCE	327,026	276,560	371,343	318,810	318,810	318,810
6 EXPENSES	327,026	276,560	371,343	318,810	318,810	318,810 *

\* Line 6 Fund \$10,128 from WATER REVENUE

This Appropriation is to pay the premiums for the General Insurance of the Town. It covers such things as general liability, buildings and vehicles.

FUNCTION SUMMARY	FY15 Budget	FY15 Expended	FY16 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
TOWN COUNSEL	295,500	295,500	128,000	128,000	128,000	128,000

7 EXPENSES	295,500	295,500	128,000	128,000	128,000	128,000
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\* Line 7 Fund \$8,000 from WATER REVENUE

This appropriation is to pay for the legal services. Town Counsel provides legal advice to Town Officials and Boards as well as represents the Town during court proceedings. Also included are funds for the services of Labor Counsel.

SELECTMEN	FY15 Budget	FY15 Expended	FY16 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
8 SALARIES	19,302	19,302	20,088	20,088	20,088	20,088
9 EXPENSES	-	-	3,275	3,325	3,325	3,325
TOTAL	19,302	19,302	23,363	23,413	23,413	23,413

This appropriation provides for a part-time clerical support for the Board of Selectmen, the services of a recording secretary, and expenses.

TOWN ADMINISTRATOR	FY15 Budget	FY15 Expended	FY16 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
10 SALARIES	327,001	315,311	295,704	397,023	397,023	397,023
11 EXPENSES	246,727	237,336	249,629	331,473	331,473	331,473
12 CAPITAL	80,274	77,976	46,075	65,950	65,950	65,950
TOTAL	653,999	630,623	591,399	794,446	794,446	794,446

\* Line 10 Fund \$18,523 from WATER REVENUE

This budget provides for the compensation of the Town Administrator, Administrative Assistant, occasional additional clerical support, and proposed Human Resources Director and Part-Time Benefits Coordinator. Expenses include the administrative costs of General Government, Town Meeting etc.

Town Administrator	FY15 Budget	FY15 Expended	FY16 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
...Salaries	246,727	237,336	187,268	192,572	192,572	192,572
...Expenses	80,274	77,976	38,575	42,850	42,850	42,850
...Capital	-	-	-	-	-	-
TOTAL	327,001	315,311	225,843	235,422	235,422	235,422
Human Resources	-	-	62,361	138,901	138,901	138,901
...Salaries	-	-	7,500	22,900	22,900	22,900
...Expenses	-	-	69,861	161,801	161,801	161,801
TOTAL	-	-	130,261	299,702	299,702	299,702

SALARY POOL SUPPLEMENT	232,358	-	359,648	653,466	653,466	653,466
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Overtime and Longevity	15,000	-	15,000	15,000	15,000	15,000
Retirement Incentives/Buy-backs	-	-	-	-	-	-
Compensation Change	217,358	-	344,648	638,466	638,466	638,466
13 SALARY POOL SUPPLEMENT	232,358	-	359,648	653,466	653,466	653,466

This line item provides for overtime which may be necessary from time to time within the various General Government Departments and included in this line item is the cost of living increase to fund union employee and labor contracts. The budgeted amount for FY15 was \$411,781 of which \$179,422.39 was distributed to various departments where the budget and expenditure is included.

FUNCTION SUMMARY						
	FY15 Budget	FY15 Expended	FY16 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
<b>FINANCE</b>						
FINANCE DIRECTOR	74,862	74,862	73,446	73,703	73,703	73,703

14 SALARIES	74,862	74,862	73,446	73,703	73,703	73,703 *
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\* Line 14 Fund \$1,523 from WATER REVENUE

The Finance Director is responsible for coordination of the activities between the Accounting, Collector, Treasury, Assessing and Information Technology Departments and for budget development. This line item represents the stipend paid to the Accountant for the assumption of these duties as well as compensation for a part-time Assistant Finance Director.

ACCOUNTING						
15 SALARIES	281,311	258,531	277,260	288,723	288,723	288,723
16 EXPENSES	156,386	156,386	206,585	211,646	211,646	211,646 *
17 CAPITAL	104,925	94,100	70,875	77,077	77,077	77,077 *

\* Line 15 Fund \$12,701 from WATER REVENUE  
 \* Line 16 Fund \$10,142 from WATER REVENUE

The Accounting Department is staffed with a full-time Town Accountant, who also serves as Finance Director, a full-time Administrative Assistant and an Accounting Analyst. This Department is responsible for maintaining the financial records of the Town and the approval of all invoices for payment.

ASSESSING						
18 SALARIES	215,239	216,622	216,334	219,991	219,991	219,991
19 EXPENSES	177,629	177,629	175,034	176,856	176,856	176,856
20 CAPITAL	37,870	36,993	41,300	43,135	43,135	43,135

The Assessing Department is staffed with a full-time Assessing Manager and 2 full-time clerical staff. In addition, there is a three member part-time Board of Assessors appointed by the Town Administrator. The Assessing Department is responsible for valuing all property within the Town and setting the Tax Rate. The Board also grants abatements and exemptions where warranted.

TREASURY						
21 SALARIES	60,491	60,491	58,189	58,499	58,499	58,499
22 EXPENSES	60,491	60,491	58,189	58,499	58,499	58,499
23 CAPITAL	-	-	-	-	-	-

The Treasurer is the full-time Collector and receives a stipend for the Treasurer's duties. Additional staff consists of 1 full-time clerical person. The responsibilities of this Department include payroll preparation, investment of Town funds, borrowing and administering Employee Benefits.

**FUNCTION SUMMARY**

	FY15 Budget	FY15 Expended	FY16 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
<b>COLLECTION</b>	257,348	261,233	256,505	266,705	266,705	266,705
24 SALARIES	187,601	187,601	180,856	186,008	186,008	186,008
25 EXPENSES	69,747	73,632	75,647	80,697	80,697	80,697
26 CAPITAL	-	-	-	-	-	-

\* Line 24 Fund \$17,637 from WATER REVENUE  
 \* Line 25 Fund \$737 from WATER REVENUE

The Collection Department consists of 1 full-time Collector, who also serves as Treasurer and 3 full-time clerical staff. The responsibilities of this Department include the collection of all taxes due the Town (real estate, personal property and motor vehicle excise). In addition, this Department is responsible for the collection of water bills, ambulance bills and trash bills.

**INFORMATION SYSTEMS**

27 SALARIES	330,401	330,401	434,582	453,802	453,802	453,802
28 EXPENSES	124,648	124,648	174,763	184,763	184,763	184,763
29 CAPITAL	190,753	199,707	244,819	254,039	254,039	254,039
	15,000	6,046	15,000	15,000	15,000	15,000

\* Line 27 Fund \$9,724 from WATER REVENUE  
 \* Line 28 Fund \$14,603 from WATER REVENUE

The IT Department is responsible for the data processing effort for General Government. The department is staffed with a full-time System Manager, one full-time computer technician, and one full-time GIS technician.

	FY15 Budget	FY15 Expended	FY16 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
<b>PENSIONS &amp; BENEFITS</b>	9,362,220	9,191,435	9,702,388	10,059,258	10,059,258	10,059,258
County Retirement	3,126,208	3,126,208	3,283,343	3,499,063	3,499,063	3,499,063
Workers' Compensation	271,650	232,642	280,000	286,622	286,622	286,622
Employment Security	20,000	1,870	20,000	20,000	20,000	20,000
Health Insurance	5,384,225	5,342,103	5,549,225	5,664,000	5,664,000	5,664,000
Life Insurance	21,000	20,067	21,000	21,000	21,000	21,000
Medicare	484,137	447,848	493,820	513,573	513,573	513,573
Public Safety Disability	30,000	-	30,000	30,000	30,000	30,000
Retired Public Safety Medical	-	-	-	-	-	-
Uninsured Medical	25,000	20,697	25,000	25,000	25,000	25,000
<b>30 PENSIONS &amp; BENEFITS</b>	<b>9,362,220</b>	<b>9,191,435</b>	<b>9,702,388</b>	<b>10,059,258</b>	<b>10,059,258</b>	<b>10,059,258</b>

\* Line 30 Fund \$218,401 from WATER REVENUE  
 \* Line 30 Fund \$15,637 from PARKS and RECREATION REVENUE  
 \* Line 30 Fund \$50,000 from HEALTH INSURANCE RECOVERY FUND  
 \* Line 30 Fund \$230,000 from OPEB TRUST FUND

This Line item funds the various pension and employee benefits paid on behalf of current and retired employees.

THIS SPACE for NOTES

**FUNCTION SUMMARY**

**PUBLIC SAFETY**

	FY15 Budget	FY15 Expended	FY16 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
<b>POLICE DEPARTMENT</b>	3,944,709	3,270,174	3,457,977	3,522,472	3,522,472	3,522,472
31 SALARIES	3,052,964	2,995,171	3,110,497	3,159,238	3,159,238	3,159,238
32 EXPENSES	246,400	229,777	263,836	260,695	260,695	260,695
33 CAPITAL	45,345	45,226	83,644	102,539	102,539	102,539
Operations	3,015,190	2,957,397	3,073,605	3,123,066	3,123,066	3,123,066
...Salaries	237,775	228,288	256,999	253,858	253,858	253,858
...Expenses	45,345	45,226	83,644	102,539	102,539	102,539
...Capital	3,298,310	3,230,911	3,414,245	3,479,463	3,479,463	3,479,463

The Police Department presently consists of thirty-two (32) full-time sworn personnel and one (1) non-sworn Administrative Assistant. The Department is administered by the Chief of Police and three (3) Lieutenants. The Patrol force is staffed by six (6) Sergeants and Eighteen (18) Patrol Officers. The Investigative/Prosecution Division is staffed by two (2) fulltime Detectives and one (1) fulltime School Resource Officer. The Community Services Division is staffed by one Sergeant. The Department performs several major functions including but not limited to: Law Enforcement, Community Policing, Crime Prevention, Crime Investigation, responding to calls for service, housing prisoners, and Administrative Functions. In addition, the Department is the enforcement branch for Town Government and works with various Town Agencies in investigating and prosecuting cases on their behalf.

**Animal Control**

...Salaries	37,774	37,774	36,892	36,172	36,172	36,172
...Expenses	8,625	1,489	6,837	6,837	6,837	6,837
...Capital	48,398	39,283	43,729	43,009	43,009	43,009

The Animal Control is staffed with (2) part time officers are responsible for the investigation and response to animal related calls for service.

**FIRE DEPARTMENT**

	2,935,000	2,902,933	3,030,289	3,079,141	3,079,141	3,079,141
34 SALARIES	2,603,706	2,603,706	2,691,277	2,729,109	2,729,109	2,729,109
35 EXPENSES	271,430	230,364	301,912	316,932	316,932	316,932
36 CAPITAL	59,864	59,863	37,100	33,100	33,100	33,100
Operations	2,473,457	2,469,363	2,569,677	2,607,509	2,607,509	2,607,509
...Salaries	133,462	114,816	149,894	149,894	149,894	149,894
...Expenses	53,864	41,763	31,100	27,100	27,100	27,100
...Capital	2,660,783	2,645,942	2,750,671	2,784,503	2,784,503	2,784,503

\* Line 34 Fund \$400,828 from AMBULANCE RESERVE

\* Line 35 Fund \$154,288 from AMBULANCE RESERVE

The Fire Department consists of 22 permanent men, Chief, Deputy Chief, 4 Captains and 16 Firefighters. The Operations Division provides inspection services, fire prevention and fire suppression.

**FUNCTION SUMMARY**

	FY15 Budget	FY15 Expended	FY16 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
<b>Fire Alarm</b>						
...Salaries	-	-	-	-	-	-
...Expenses	10,500	7,143	10,500	10,500	10,500	10,500
...Capital	6,000	16,100	6,000	6,000	6,000	6,000
	<u>16,500</u>	<u>25,243</u>	<u>16,500</u>	<u>16,500</u>	<u>16,500</u>	<u>16,500</u>
The Fire Alarm Program is responsible for maintaining the Fire Alarm System throughout the Town as well as the communications system of the Fire Department.						
<b>Emergency Medical Service</b>						
...Salaries	-	-	-	-	-	-
...Expenses	125,228	115,530	139,278	154,298	154,298	154,298
...Capital	-	-	-	-	-	-
	<u>125,228</u>	<u>115,530</u>	<u>139,278</u>	<u>154,298</u>	<u>154,298</u>	<u>154,298</u>
The EMS Program is responsible for providing the emergency medical & ambulance services to the residents of the Town. The Department currently has 11 Emergency Medical Technicians and 10 Paramedics and 1 paramedic appointment pending as the warrant went to print.						
<b>Call Force</b>						
...Salaries	53,000	37,094	45,000	45,000	45,000	45,000
...Expenses	2,240	1,875	2,240	2,240	2,240	2,240
...Capital	-	-	-	-	-	-
	<u>55,240</u>	<u>38,969</u>	<u>47,240</u>	<u>47,240</u>	<u>47,240</u>	<u>47,240</u>
The Call Department is budgeted for 14 Firefighters who are used to supplement the permanent full-time force on a part-time basis.						
<b>Fire &amp; Police Mechanic</b>						
...Salaries	77,249	77,249	76,600	76,600	76,600	76,600
...Expenses	-	-	-	-	-	-
...Capital	-	-	-	-	-	-
	<u>77,249</u>	<u>77,249</u>	<u>76,600</u>	<u>76,600</u>	<u>76,600</u>	<u>76,600</u>
The Fire/Police mechanic provides maintenance services for the vehicles in these two departments.						
<b>EMERGENCY MANAGEMENT</b>	3,478	3,383	3,478	3,478	3,478	3,478
37 SALARIES	-	-	-	-	-	-
38 EXPENSES	3,478	3,383	3,478	3,478	3,478	3,478
39 CAPITAL	-	-	-	-	-	-
<b>CODE ENFORCEMENT</b>	236,281	235,848	233,856	227,252	227,252	227,252
40 SALARIES	207,426	207,424	208,616	207,995	207,995	207,995
41 EXPENSES	28,835	28,422	25,240	19,257	19,257	19,257
42 CAPITAL	-	-	-	-	-	-
<b>Building Inspection</b>						
...Salaries	151,716	155,563	152,956	152,356	152,356	152,356
...Expenses	18,715	19,709	16,315	12,842	12,842	12,842
...Capital	-	-	-	-	-	-
	<u>170,431</u>	<u>175,272</u>	<u>169,271</u>	<u>165,198</u>	<u>165,198</u>	<u>165,198</u>
The Code Enforcement Department is staffed with a full-time Department Head/Building Inspector, one part-time inspector and one full-time clerical staff for all code enforcement activities. This Department is responsible for issuing all building permits and inspection of all new construction as well as enforcing the Architectural Access Board Regulations and several local bylaws including the Zoning Bylaw.						
<b>Plumbing &amp; Gas Inspection</b>						
...Salaries	20,356	18,795	20,720	20,720	20,720	20,720
...Expenses	4,578	4,091	4,000	2,533	2,533	2,533
	<u>24,931</u>	<u>22,886</u>	<u>24,720</u>	<u>23,253</u>	<u>23,253</u>	<u>23,253</u>
This program is staffed with a part-time inspector who is responsible for inspecting all new and repaired gas and plumbing installations.						

**FUNCTION SUMMARY**

	FY15 Budget	FY15 Expended	FY16 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
<b>Weights &amp; Measures</b>						
..Salaries	6,300	6,740	6,420	6,420	6,420	6,420
..Expenses	1,070	957	1,075	800	800	800
	<u>7,370</u>	<u>7,697</u>	<u>7,495</u>	<u>7,220</u>	<u>7,220</u>	<u>7,220</u>
<p>This program is staffed with a part-time Sealer of Weights and Measures. He is responsible for inspecting all scales and pumps used in connection with the sales of products.</p>						
<b>Electrical Inspection</b>						
..Salaries	29,054	26,326	28,520	28,499	28,499	28,499
..Expenses	4,475	3,666	3,950	3,062	3,062	3,062
..Capital	-	-	-	-	-	-
	<u>33,529</u>	<u>29,992</u>	<u>32,370</u>	<u>31,561</u>	<u>31,561</u>	<u>31,561</u>
<p>This program is staffed with a part-time inspector and a part-time assistant who is responsible for the inspection of all new and changed electrical services.</p>						
<b>HEALTH</b>						
43 SALARIES	243,005	240,417	218,589	225,038	225,038	225,038
44 EXPENSES	154,319	154,319	130,967	138,406	138,406	138,406
45 CAPITAL	88,886	86,098	87,632	86,632	86,632	86,632
<b>Administration</b>						
..Salaries	154,319	154,319	130,967	138,406	138,406	138,406
..Expenses	12,550	13,014	7,120	6,120	6,120	6,120
..Capital	-	-	-	-	-	-
	<u>166,869</u>	<u>167,333</u>	<u>138,087</u>	<u>144,526</u>	<u>144,526</u>	<u>144,526</u>
<p>The Board of Health is responsible for the stewardship of the Public Health of the Town. The Board consists of 3 members appointed by the Town Administrator. The Department is staffed with a full-time Health Agent and a full-time Administrative Assistant.</p>						
<b>Environmental Health</b>						
..Salaries	64,436	63,130	68,962	68,962	68,962	68,962
..Expenses	64,436	63,130	68,962	68,962	68,962	68,962
<p>This program provides for the enforcement of Environmental and Sanitary Codes, Local Regulations and Mosquito Control Programs.</p>						
<b>Community Health</b>						
..Salaries	11,700	9,954	11,550	11,550	11,550	11,550
..Expenses	-	-	-	-	-	-
..Misc Capital	-	-	-	-	-	-
	<u>11,700</u>	<u>9,954</u>	<u>11,550</u>	<u>11,550</u>	<u>11,550</u>	<u>11,550</u>
<p>This program provides for Communicable Disease Surveillance and follow-up, Immunization Clinics and Non-Communicable Disease Screenings performed by the Visiting Nurse Association.</p>						

**FUNCTION SUMMARY**  
**PUBLIC WORKS**

	FY15 Budget	FY15 Expended	FY16 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
OPERATIONS	2,708,714	2,931,192	2,094,270	1,978,986	1,978,986	1,976,986

46 SALARIES	1,049,689	1,273,407	1,079,424	891,461	891,461	891,461
47 EXPENSES	1,659,025	1,657,784	1,014,846	1,065,525	1,065,525	1,065,525
48 CAPITAL				20,000	20,000	20,000

- \* Line 46 Fund \$86,412 from WATER REVENUE
- \* Line 47 Fund \$23,888 from WATER REVENUE
- \* Line 47 Fund \$10,000 from CEMETERY FUNDS
- \* Line 47 Fund \$20,000 from PERPETUAL CARE

Administration	79,120	89,224	56,302	54,835	54,835	54,835
...Salaries	30,950	31,090	10,950	11,050	11,050	11,050
...Expenses	110,070	120,314	67,252	65,885	65,885	65,885

The Administration element of the Public Works Department is staffed with a Director and 2 full-time administrative staff of which a portion of their salaries are budgeted in the Water Enterprise and Stormwater division. This division is responsible for overseeing and managing the entire Public Works Department.

Engineering	38,102	38,659	25,119	25,119	25,119	25,119
...Salaries	9,550	4,721	1,550	2,000	2,000	2,000
...Expenses	47,652	43,380	26,669	27,119	27,119	27,119

Engineering is staffed with 1 full-time Engineer who provides technical support to the Public Works Department and other Town Departments. A portion of his salary is budgeted in the Water Enterprise and Stormwater division.

Road & Street	563,390	548,800	455,234	322,060	322,060	322,060
...Salaries	171,712	160,626	128,831	132,740	132,740	132,740
...Expenses						
...Capital	735,102	709,426	584,065	454,800	454,800	454,800

The Road and Street Division is staffed with 8 employees. They perform the construction and seasonal maintenance functions required of the 87.08 miles of Town paved and gravel roadways.

Snow & Ice		227,947				
...Salaries	746,000	767,464	175,000	175,000	175,000	175,000
...Expenses						
	746,000	995,411	175,000	175,000	175,000	175,000

Snow and Ice reflects the costs of Winter Operations for materials and hired equipment.

Street Lighting	79,575	62,898	78,654	65,000	65,000	65,000
...Expenses						

This budget item provides for the amount to be paid to RMLD to illuminate street lights.

Trees	19,000	30,155	25,000	32,000	32,000	32,000
...Expenses						

Tree Expenses consist of the yearly contractual costs to maintain and remove trees.

	FY15 Budget	FY15 Expended	FY16 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
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**FUNCTION SUMMARY**

Machinery Maintenance						
...Salaries	137,796	132,689	130,437	129,291	128,291	128,291
...Expenses	105,000	154,021	113,500	105,000	105,000	105,000
...Capital	-	-	-	-	-	-
	<u>242,796</u>	<u>286,710</u>	<u>243,937</u>	<u>234,291</u>	<u>234,291</u>	<u>234,291</u>

The Machinery Maintenance program is staffed by 2 full-time mechanics. Their responsibility is to maintain the DPW fleet consisting of 60 vehicles as well as 58 pieces of equipment both motorized and non-motorized.

Cemetery, Parks and Grounds						
...Salaries	131,154	127,434	134,798	93,142	93,142	93,142
...Expenses	16,300	14,779	16,300	9,500	9,500	9,500
...Capital	-	-	-	-	-	-
	<u>147,454</u>	<u>142,213</u>	<u>151,098</u>	<u>102,642</u>	<u>102,642</u>	<u>102,642</u>

This program employs 3 full-time employees and reflects maintenance in parks and grounds, and the Town's three cemeteries. The Town is currently expanding Riverside Cemetery.

Town Buildings						
...Salaries	71,316	79,027	80,124	108,992	108,992	108,992
...Expenses	480,938	432,230	403,499	428,332	428,332	428,332
...Capital	-	-	-	20,000	20,000	20,000
	<u>532,254</u>	<u>511,257</u>	<u>483,623</u>	<u>557,324</u>	<u>557,324</u>	<u>557,324</u>

Town Buildings employs 1 full-time facilities maintenance manager/superintendent and 1 full-time laborer. This budget includes the costs for cleaning, maintaining, minor and major repairs and operating all public buildings except schools.

Stormwater						
...Salaries	28,811	29,627	197,410	158,023	158,023	158,023
...Expenses	20,000	-	63,562	104,903	104,903	104,903
...Capital	-	-	-	-	-	-
	<u>48,811</u>	<u>29,627</u>	<u>260,972</u>	<u>262,926</u>	<u>262,926</u>	<u>262,926</u>

This program provides for administrative, engineering & professional services for management of the town stormwater & drainage system. A portion of the DPW Administrative & Town Engineer salaries are budgeted in the Stormwater budget.

<b>SOLID WASTE MANAGEMENT</b>	<b>910,621</b>	<b>902,562</b>	<b>953,170</b>	<b>952,864</b>	<b>952,864</b>	<b>952,864</b>
49 SALARIES	17,371	15,411	18,045	19,789	19,789	19,789
50 EXPENSES	893,250	887,151	935,125	932,875	932,875	932,875

The Solid Waste Management program provides contractual trash & recycling services as well as salaries to check the trash trucks and cover Saturday trash drop off at DPW facility.

<b>FUEL / VEHICLE POOL</b>	<b>197,000</b>	<b>159,381</b>	<b>189,000</b>	<b>175,496</b>	<b>175,496</b>	<b>175,496</b>
51 EXPENSES	197,000	159,381	189,000	175,496	175,496	175,496

The Fuel Budget provides funds to pay for fuel for all Town Vehicles except the those belonging to the School Department and the Enterprise Funds. In prior years, the fuel was included in the departmental budgets.

	FY15 Budget	FY15 Expended	FY16 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
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**FUNCTION SUMMARY**

**GENERAL SERVICES**

TOWN CLERK	241,096	241,079	219,635	253,155	253,155	253,155
52 SALARIES	196,368	196,368	182,799	201,638	201,638	201,638
53 EXPENSES	44,728	44,711	36,836	49,517	49,517	49,517 *
54 CAPITAL	-	-	-	2,000	2,000	2,000
Clerk						
...Salaries	171,001	177,097	164,385	168,356	168,356	168,356
...Expenses	18,621	18,700	14,877	18,701	18,701	18,701
...Capital	189,622	185,787	179,262	2,000	2,000	2,000
				189,057	189,057	189,057

The Town Clerk's office is staffed by a full-time Town Clerk and 2 full-time clerical staff. This Office is responsible for maintaining all vital statistics of the Town, including births, marriages, deaths, and records of all boards and committees. This office also maintains the minutes of Town Meetings and is responsible for conducting the annual census.

Elections  
 ...Salaries  
 ...Expenses  
 ...Capital

	25,367	19,271	18,414	33,282	33,282	33,282
	26,107	26,011	21,959	30,816	30,816	30,816
	51,474	45,282	40,373	64,098	64,098	64,098

The Elections program is responsible for conducting all elections and Town Meetings. This program is also responsible for maintaining lists of registered voters within the Town.

**ELDER SERVICES**

	161,357	159,388	159,981	149,622	149,622	149,622
55 SALARIES	135,687	135,687	134,002	134,002	134,002	134,002
56 EXPENSES	25,670	23,701	14,879	15,620	15,620	15,620
57 CAPITAL	-	-	8,100	-	-	-

Elder Services is staffed with a full-time Director, a full-time van driver, and a full-time clerk. This department provides a variety of services to the elderly including a hot lunch program, \* Meals on Wheels\*, home care, clinics and transportation.

**VETERANS' SERVICES**

	379,642	290,228	359,761	362,655	362,655	362,655
58 SALARIES	46,407	46,407	44,536	45,415	45,415	45,415
59 EXPENSES	333,235	243,819	315,225	317,240	317,240	317,240
60 CAPITAL	-	-	-	-	-	-

The Veterans' Department is staffed with a full-time Veterans' Agent. The services provided include state public assistance, VA benefits, referral services and fuel assistance.

	FY15 Budget	FY15 Expended	FY16 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
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**FUNCTION SUMMARY**

<b>LIBRARY</b>	487,678	476,892	497,827	511,528	511,528	511,528
61 SALARIES	371,280	380,349	389,560	395,546	395,546	395,546
62 EXPENSES	116,398	116,543	108,267	115,982	115,982	115,982
63 CAPITAL	-	-	-	-	-	-

The Library budget includes funding for a full-time Director and Assistant Director, 2 full-time professional librarians, 5 part-time staff and 4 substitute staff. The Library is currently open 51 hours per week.

<b>YOUTH SERVICES</b>	54,774	54,938	55,158	55,478	55,478	55,478
64 SALARIES	52,694	52,694	52,478	52,478	52,478	52,478
65 EXPENSES	2,080	2,242	2,680	3,000	3,000	3,000

The Youth Services Department is staffed by a full-time Youth Services Director.

**L A N D U S E**

<b>CONSERVATION COMM</b>	53,766	33,558	34,503	32,891	32,891	32,891
66 SALARIES	25,740	18,510	15,533	13,910	13,910	13,910
67 EXPENSES	28,026	15,048	18,970	18,981	18,981	18,981
68 CAPITAL	-	-	-	-	-	-

The Conservation Commission (ConCom) consists of 5 appointed members and 2 alternates. The Commission has jurisdiction over all activities which take place in Wetlands. These activities are highly regulated by the State. The ConCom holds public hearings to determine whether an activity within the Commission's jurisdiction can be approved and sets conditions under which they can occur. The budget continues to provide part-time clerical support and a part-time Conservation Agent retained on a contractual basis.

<b>PLANNING COMMISSION</b>	155,444	131,016	149,542	152,959	152,959	152,959
69 SALARIES	117,624	107,624	130,491	132,441	132,441	132,441
70 EXPENSES	28,995	23,392	19,051	20,518	20,518	20,518
71 CAPITAL	8,825	-	-	-	-	-

The Community Planning Commission (CPC) consists of 5 elected members. The CPC has jurisdiction of all planning activities within the Town. It approves all sub-divisions. The Commission is supported by a full-time administrator and a full-time secretary. Included in Capital for FY 15 is \$8,825 for a GIS ftyover. It has responsibility for reviewing and updating the Town's Master Plan.

<b>BOARD OF APPEALS</b>	25,999	23,991	26,182	19,331	19,331	19,331
72 SALARIES	22,099	21,071	22,532	15,681	15,681	15,681
73 EXPENSES	3,900	2,920	3,650	3,650	3,650	3,650

The Board of Appeals (ZBA) consists of 3 appointed members and up to 3 alternates. The ZBA has the responsibility of granting variances and special permits from the Zoning By-Law and hearing appeals of the Building Inspector.

	FY15 Budget	FY15 Expended	FY16 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
<b>FUNCTION SUMMARY</b>						
<b>E D U C A T I O N</b>						
PUBLIC SCHOOLS	28,764,015	26,761,995	27,485,074	28,546,142	28,546,142	28,546,142
SALARIES	22,111,681	22,048,485	23,057,980	23,930,259	23,930,259	23,930,259
74 TEACHERS	16,361,374	16,304,056	17,292,680	18,087,829	18,087,829	18,087,829
75 ADMINISTRATION	2,571,633	2,568,732	2,638,338	2,695,951	2,695,951	2,695,951
76 PARAPROFESSIONALS/TUTORS	1,359,621	1,321,131	1,390,344	1,448,876	1,448,876	1,448,876
77 CUSTODIAL	1,136,160	1,172,930	1,146,528	1,100,661	1,100,661	1,100,661
78 ATHLETICS	282,462	279,460	295,607	295,607	295,607	295,607
79 HEALTH SERVICES	7,677	7,677	7,677	7,988	7,988	7,988
80 TRANSPORTATION SPED	121,581	124,928	132,125	137,064	137,064	137,064
81 TECHNOLOGY SUPPORT	270,973	268,580	153,480	156,283	156,283	156,283
82 SALARY POOL SUPPLEMENT						
EXPENSES	4,652,334	4,713,200	4,437,094	4,615,883	4,615,883	4,615,883
83 DISTRICT LEADERSHIP & ADMINISTRATION	217,844	222,092	176,744	173,734	173,734	173,734
84 INSTRUCTION	1,076,592	1,021,293	982,800	1,007,982	1,007,982	1,007,982
85 STUDENT SERVICES	566,413	597,949	346,286	366,325	366,325	366,325
86 OPERATION & MAINTENANCE OF PLANT	1,295,337	1,225,498	1,330,200	1,363,003	1,363,003	1,363,003
87 FIXED CHARGES	107,500	97,905	102,500	87,500	87,500	87,500
88 COMMUNITY SERVICES	4,000	3,783	4,000	4,750	4,750	4,750
89 EQUIPMENT	14,993	15,074				
90 SPECIAL ED TUITION	1,369,655	1,529,896	1,484,584	1,592,589	1,592,589	1,592,589
91 SMALL CAPITAL						
92 UNASSIGNED REDUCTION						
93 REGIONAL VOTECH & ESSEX AGRICUL	499,920	499,920	631,503	706,102	706,102	706,102

FUNCTION SUMMARY		FY15	FY15	FY16	DEPT. REQUEST	SELECTMEN	FINCOM
DEBT SERVICE		Budget	Expended	Budget	REC	REC	REC
School Debt							
Batchelder Plans	18,108	18,108	17,593	12,150	12,150	12,150	12,150
Batchelder Renovations	870,428	870,428	772,875	779,595	779,595	779,595	779,595
Device Initiative 08/15	5,084	5,084	-	17,400	17,400	17,400	17,400
High School Hot Water System	4,511,090	4,511,090	4,506,800	4,629,600	4,629,600	4,629,600	4,629,600
Hood & High Modulars	40,170	40,170	38,988	37,725	37,725	37,725	37,725
Hood School Renovation	340,430	340,430	330,630	320,830	320,830	320,830	320,830
Little School Asbestos Abatement	10,600	10,600	5,375	5,250	5,250	5,250	5,250
Little School Roof 10/15	19,873	19,873	19,358	86,720	86,720	86,720	86,720
Middle Boiler/Little Soffit	85,238	85,238	82,759	18,825	18,825	18,825	18,825
Modular Classrooms 10/06	58,243	58,243	56,525	79,875	79,875	79,875	79,875
Modulars 3	1,125	1,125	11,476	54,750	54,750	54,750	54,750
School Asbestos Abatement 08/13	32,750	32,750	32,000	6,025	6,025	6,025	6,025
School Boiler 08/11	5,084	5,084	-	31,250	31,250	31,250	31,250
School Rack Truck	1,373	1,373	17,348	15,750	15,750	15,750	15,750
School Rack Truck 08/13	17,488	17,488	12,113	11,863	11,863	11,863	11,863
School Roof Repairs 10/09	5,931	5,931	5,763	5,550	5,550	5,550	5,550
School Security 10/07	-	-	-	-	-	-	-
School Security 10/08	-	-	-	-	-	-	-
School technology 08/11	24,350	24,350	23,750	23,150	23,150	23,150	23,150
04 Dump Truck - 35,000 GVW	10,879	10,879	10,535	10,180	10,180	10,180	10,180
Amulance 10/10	36,300	36,300	35,400	34,500	34,500	34,500	34,500
Building on the Common Improve. 10/09	29,900	29,900	24,225	23,725	23,725	23,725	23,725
Cemetery Upgrade 10/06	-	-	-	-	-	-	-
Class A Fire Pumper 10/12	10,913	10,913	135,740	130,950	130,950	130,950	130,950
Cruisers 10/05	-	-	-	-	-	-	-
Culvert Installation 4/10	38,050	38,050	37,150	31,250	31,250	31,250	31,250
DPW Dump Truck 10/11	36,650	36,650	30,750	30,000	30,000	30,000	30,000
DPW Garage Improvements 10/09	5,325	5,325	5,175	5,090	5,090	5,090	5,090
DPW LRT	-	-	-	-	-	-	-
DPW Small Dump Truck	5,084	5,084	-	-	-	-	-
DPW Truck 06/13	1,305	1,305	19,254	15,650	15,650	15,650	15,650
DPW Truck 10/09	5,075	5,075	-	-	-	-	-
Drain System Repairs 6/14	-	-	15,094	11,850	11,850	11,850	11,850
Drain System Repairs 6/15	-	-	-	6,200	6,200	6,200	6,200
Dump Truck 04/06	12,775	12,775	12,394	11,950	11,950	11,950	11,950
Dump Truck 10/05	15,700	15,700	10,200	11,950	11,950	11,950	11,950
Eisenhaure Park	197,950	197,950	193,731	188,419	188,419	188,419	188,419
Fire Pumper 10/05	32,425	32,425	31,453	30,363	30,363	30,363	30,363
Fire Station AC 6/14	-	-	6,248	5,900	5,900	5,900	5,900
Fire Station Improvements 06/15	-	-	-	10,440	10,440	10,440	10,440
Flint Library Repairs 04/09	6,056	6,056	5,906	5,781	5,781	5,781	5,781
GIS Base Map 6/15	5,756	5,756	5,606	16,800	16,800	16,800	16,800
Light Fixtures-Municipal Bldgs 10/09	12,050	12,050	11,650	11,225	11,225	11,225	11,225
Loader 10/05	5,789	5,789	92,658	87,550	87,550	87,550	87,550
Munis Software 10/12	7,775	7,775	7,608	7,394	7,394	7,394	7,394
Park St. Bridge	5,225	5,225	5,075	-	-	-	-
Police Communications Equip. 10/09	630	630	8,676	5,400	5,400	5,400	5,400
Police Facility Improvements 06/13	616,455	616,455	599,784	581,564	581,564	581,564	581,564
Police Station Renovations	38,175	38,175	37,222	36,113	36,113	36,113	36,113
Police Technology/Remodel 04/07	-	-	-	-	-	-	-

**FUNCTION SUMMARY**

	FY15 Budget	FY15 Expended	FY16 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
Public Safety Exterior Repairs 6/14	-	-	8,001	5,700	5,700	5,700
Replace Culverts	7,024	7,024	8,853	6,675	6,675	6,675
Replace Dump Truck 40&41 6/15	-	-	-	23,040	23,040	23,040
Replace Wood Chipper 6/14	-	-	11,965	10,550	10,550	10,550
Road Program 04/06	-	-	-	-	-	-
Road Program 10/07	-	-	-	-	-	-
Road Program 10/09	35,525	35,525	-	-	-	-
Roads 10/04	30,506	30,506	-	-	-	-
Senior Van 6/14	-	-	15,847	-	-	-
Sewer FEIR 06/15	-	-	-	10,550	10,550	10,550
Skug River Culvert 6/14	-	-	-	26,000	26,000	26,000
Smith Property	245,253	245,253	19,671	18,450	18,450	18,450
Stonmwater	23,873	23,873	239,238	233,025	233,025	233,025
Stonmwater 4/10	46,350	46,350	25,492	24,426	24,426	24,426
Technology 10/07	-	-	-	-	-	-
Title V	5,756	5,756	5,588	5,375	5,375	5,375
Town Hall Doors 6/14	10,872	10,872	10,868	10,868	10,868	10,868
Town Hall Generator	-	-	5,444	5,250	5,250	5,250
Town Hall Renovations 6/15	5,506	5,506	5,336	5,125	5,125	5,125
Town Hall Roof	-	-	-	15,600	15,600	15,600
Town Road 06/13	53,782	53,782	52,600	51,113	51,113	51,113
Town Road 06/15	1,418	-	14,798	11,200	11,200	11,200
Town Road Program 6/14	-	-	-	14,000	14,000	14,000
Wastewater DEIR 06/13	665	-	25,169	23,600	23,600	23,600
Short Term Interest & Admin. Fee	50,297	52,985	40,000	5,250	5,250	5,250
94 DEBT SERVICE	7,747,273	7,722,718	7,790,479	8,010,622	8,010,622	8,010,622

- \* Line 94 Fund \$43,916 from RESERVE for DEBT EXCLUSION
- \* Line 94 Fund \$15,872 from RESERVE for SEPTIC LOANS
- \* Line 94 Fund \$250,000 from CELL TOWER REVENUE
- \* Line 94 Fund \$620,000 from CAPITAL IMPROVEMENT STABILIZATION FUND
- \* Line 94 Fund \$86,733 from PREMIUM on SALE of BONDS

FY2017

	FY15 Budget	FY15 Expended	FY16 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
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**FUNCTION SUMMARY**

**ENTERPRISE FUNDS**

WATER DEPARTMENT	3,157,741	3,070,489	3,495,958	3,601,945	3,601,945	3,601,945
95 SALARIES	757,197	754,989	745,122	724,590	724,590	724,590
96 EXPENSES	1,997,544	1,983,740	2,206,991	2,231,603	2,231,603	2,231,603
97 CAPITAL	-	-	-	125,000	125,000	125,000
98 DEBT	403,000	351,780	543,245	520,752	520,752	520,752

- \* Line 95 Fund \$724,590 from WATER REVENUE
  - \* Line 96 Fund \$2,231,603 from WATER REVENUE
  - \* Line 97 Fund \$125,000 from WATER RETAINED EARNINGS
  - \* Line 98 Fund \$520,752 from WATER REVENUE
- The Water Department employs 1 superintendent, 1 foreman and 3 water plant operators, 1 meter reader and 2 equipment operators. Administrative support is provided by the DPW Administrative Division.

HILLVIEW COUNTRY CLUB	1,643,698	1,748,337	1,504,909	1,467,270	1,467,270	1,467,270
99 SALARIES	28,000	28,714	28,594	28,166	28,166	28,166
100 EXPENSES	944,850	1,085,061	850,315	951,104	951,104	951,104
101 IN LIEU OF TAX PAYMENT	195,000	204,976	-	-	-	-
102 L.U.C. EXPENSES	-	-	-	-	-	-
103 CAPITAL	50,000	-	50,000	35,000	35,000	35,000
104 DEBT	425,848	427,566	476,000	452,000	452,000	452,000

- \* Line 99 Fund \$29,166 from HILLVIEW REVENUE
- \* Line 100 Fund \$951,104 from HILLVIEW REVENUE
- \* Line 103 Fund \$35,000 from HILLVIEW REVENUE
- \* Line 104 Fund \$452,000 from HILLVIEW REVENUE

PARKS AND RECREATION ENTERPRISE	544,820	502,186	535,024	622,908	622,908	622,908
105 SALARIES	392,616	393,606	401,925	461,758	461,758	461,758
106 EXPENSES	140,050	97,023	134,099	133,250	133,250	133,250
107 CAPITAL	12,154	11,557	-	27,900	27,900	27,900

- \* Line 105 Fund \$211,099 from RAISE and APPROPRIATE
  - \* Line 105 Fund \$250,660 from PARKS & RECREATION REVENUE
  - \* Line 106 Fund \$133,250 from PARKS & RECREATION REVENUE
  - \* Line 107 Fund \$4,023 from PARKS & RECREATION REVENUE
  - \* Line 107 Fund \$23,877 from PARKS & RECREATION RETAINED EARNINGS
- The Recreation Department is staffed by a full-time Operations Director/Department Head, a full-time Recreation Director, a full-time Parks Director, a full-time Secretary, a full-time DPW/Parks employee and seasonal employees. The General Fund will subsidize the enterprise and pay for the salaries of the Parks and Recreation Operations Director/Department Head, Parks Director and Recreation Director. The enterprise account is responsible for the salary of the Program Coordinator, Secretary and the costs of all seasonal employees and all other types of expenses. The enterprise account funds are derived from user fees, recreation programs, functions, and corporate rentals. Seasonal employees are hired to assist in grounds maintenance, as recreation program counselors, and as food service employees.

**SUMMARY**

GENERAL GOVERNMENT	23,834,978	23,358,136	23,988,994	24,753,612	24,753,612	24,753,612
EDUCATION	27,263,935	27,261,615	28,126,577	29,252,244	29,252,244	29,252,244
DEBT SERVICE	7,747,273	7,722,718	7,790,479	8,010,622	8,010,622	8,010,622
ENTERPRISES	5,348,259	5,319,012	5,586,292	5,692,123	5,692,123	5,692,123
TOTAL BUDGET	64,292,445	63,661,481	65,442,332	67,708,601	67,708,601	67,708,601

**Article 21 FY 2017 Capital Expenditures**

To see if the Town will vote to raise by taxation and appropriate, appropriate and transfer from unexpended funds remaining in Warrant Articles of previous years, or appropriate by transfer from available funds or borrow pursuant to any applicable enabling authority, a sum of money for the purchase of items of a capital nature including but not limited to the possible projects and funding sources set forth below, and further to authorize the Town Administrator to sell or trade-in items rendered surplus by such purchases; or what it will do in relation thereto.

<b>Project</b>	<b>Department</b>	<b>Cost</b>	<b>Source of Funds</b>
Fire Station – Misc. Interior Upgrades	Town Bldgs	\$198,830.75 <sup>1</sup>	Bond
Computer/Equipment Replacement Plan	IT	\$ 35,000	Free Cash
WiFi Upgrade	IT	\$ 70,000	Bond
Special Education Van	School Dept.	\$ 45,000	Raise and Appropriate
Replace ¾ Ton Pickup Truck #10	DPW-Highway	\$ 45,500	Raise and Appropriate
Town Bldgs. – Install Water Conservation Devices	Town Bldgs.	\$ 25,279	Free Cash
Computer Replacement Plan	School Dept.	\$ 60,000	Raise and Appropriate
Drain Map Phase IIb-GIS Data Enhance	Stormwater	\$ 105,000	Free Cash
Hood School Parking Lot Paving Phase 2	School Dept.	\$ 50,000	Free Cash
Multi Function Tractor Flail Mower	DPW-Highway	\$ 30,000	Free Cash
Water Distribution System Upgrades	Water	\$ 72,432 <sup>2</sup>	Bond
Chlorine Residual Evaluation-Phase I&II	Water	\$ 150,000	Water Infra. Stab.

Note 1 - \$1,169.25 used from previous bonding for a total of \$200,000. See Article 16.

Note 2 - \$77,568 used from previous bonding for a total of \$150,000. See Article 17.

**Sponsor:** Board of Selectmen

**Description...**

*This article, required by the Town Charter, annually funds the purchase and replacement of capital equipment for various Town Departments including the School Department as recommended by the Capital Improvement Planning Committee.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

**Article 22 Fund Retirement Obligations**

To see if the Town will vote to raise by taxation and appropriate or appropriate by transfer from available funds a sum of money for the purpose of funding FY2017 retirement obligations; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This article will provide funding for obligations in the amount of \$166,000 owed to municipal and school employees who are retiring during FY2017. The Town has established a Retirement Trust Fund for this purpose, but due to past early retirements, the Fund is insufficient to meet the obligations. Therefore, additional funding is needed.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

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**Article 23 Appropriate Money for Special Counsel Legal Expenses**

To see if the Town will vote to raise by taxation and appropriate, or appropriate by transfer from unexpended funds remaining in Warrant Articles of previous years, or appropriate by transfer from any available source of funds a sum of money for negotiation, mediation and/or litigation with PMA Consultants, LLC and Dore and Whittier Architects, Inc. concerning the Secondary School Building Project; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This article would provide additional funding for legal expenses related to the Secondary School Building Project.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

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**Article 24 Fund Repairs to Town Buildings**

To see if the Town will vote to raise by taxation and appropriate, or appropriate by transfer from unexpended funds remaining in Warrant Articles of previous years, appropriate by transfer from any available funds, or borrow in accordance with any applicable enabling authority a sum of money for the repair of town buildings; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This proposed article seeks funds to make repairs that do not qualify as capital improvements to various municipal buildings. A request not to exceed \$50,000 is anticipated.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

**Article 25    Transfer Funds to Other Post Employment Benefits Liability Trust Fund**

To see if the Town will vote to raise by taxation and appropriate or appropriate by transfer from available funds, a sum of money to the Other Post Employment Benefits Liability Trust Fund established under Article 19 of the June 3, 2013 Town Meeting; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This article will transfer surplus funds, if any, to supplement a reserve account to pay for future health costs for retirees. The Board of Selectmen has developed a strategy to more aggressively fund this liability, and it is anticipated that transfers into this account will continue in upcoming fiscal years. The current balance in this account is \$ 279,645.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

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**Article 26    Appropriate Funds for Design of Facilities at Arthur J. Kenney Field**

To see if the Town will vote to raise by taxation and appropriate, or appropriate by transfer from unexpended funds remaining in warrant articles, or appropriate by transfer from any available funds, a sum of money to fund the design work for the construction, reconstruction or remodeling of facilities at the Arthur J. Kenney Field including, but not limited to, public restrooms; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This article seeks to fund design work for the construction and/or reconstruction of public facilities, including but not limited to public restrooms, at Arthur J. Kenney Field.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

**Article 27 Appropriate Funds for Planning Studies: Housing & Transportation**

To see if the Town will vote to raise by taxation and appropriate, or appropriate by transfer from unexpended funds remaining in warrant articles, or appropriate by transfer from any available funds, a sum of money to fund consultant work for the development of a Master Plan update, and all costs incidental and related thereto, which work is anticipated to include: 1) an affordable housing plan (Housing Production Plan) in accordance with the Massachusetts Department of Housing and Community Development's (DHCD) requirements under 76 CMR 56.03(4); 2) expansion upon a standard Housing Production Plan with additional assessment and analysis of senior citizens' housing needs; and 3) a study evaluating the town's options for providing paratransit service and improving resident mobility; or what it will do in relation thereto.

**Sponsor:** Community Planning Commission

**Description...**

*This article seeks funding for consultant assistance with studies and plans intended to address current needs relating to housing and transportation. The work is intended to be incorporated into a future Master Plan update.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

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**Article 28 Conservation Revolving Fund – Re-authorize**

To see if the Town will vote to reauthorize pursuant to the provisions of MGL Chapter 44, Section 53E 1/2, the Conservation Revolving Fund as voted in Article 20 – Revolving Funds – Wetland Protection, at the April 1992 Town Meeting for the purpose of which receipts in connection with department programs will be deposited for use by the Conservation Commission for the purpose of meeting the expenses of Conservation Commission programs, and further to authorize the expenditure of such funds to be expended at the discretion of the Conservation Commission a sum not to exceed a certain amount; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This article continues in place the mechanism used by the Conservation Commission to fund its administration of the local Wetlands Protection By-law.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

**Article 29 Damon Tavern Revolving Account – Re-authorize**

To see if the Town will vote to reauthorize pursuant to the provisions of MGL Chapter 44, Section 53E 1/2, the Damon Tavern Revolving Fund as voted in Article 17 – Revolving Funds – Damon Tavern, at the April 2002 Town Meeting for the purpose of which receipts in connection with lease of the Damon Tavern will be deposited for use by the Historical Commission and the Department of Public Works for the purpose of meeting the expenses related to the maintenance and repair of the Damon Tavern, and further to authorize the expenditure of such funds to be expended at the discretion of the Historical Commission and the Department of Public Works a sum not to exceed a certain amount; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This article continues in place the mechanism used by the Town to utilize the revenue from the leasing of space in the Damon Tavern.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

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**Article 30 Rain Barrel Revolving Account – Re-authorize**

To see if the Town will vote to reauthorize pursuant to the provisions of MGL Chapter 44, Section 53E 1/2, the Rain Barrel Revolving Fund as voted in Article 17 – Revolving Funds – Rain Barrel, at the October 2003 Town Meeting for the purpose of which receipts in connection with the sale of rain barrels will be deposited for use by the Water Department for the purpose of meeting the expenses of purchasing additional rain barrels and related costs the expenditure of such funds to be expended at the discretion of the Water Department a sum not to exceed a certain amount; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This article continues in place the mechanism used by the Town to utilize the revenue from the sale of rain barrels.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

**Article 31 Recycling Promotion Revolving Fund – Re-authorize**

To see if the Town will vote to re-authorize pursuant to the provisions of MGL Chapter 44, Section 53E ½, the Recycling Promotion Revolving Fund as voted in Article 12 – Establish Recycling Promotion Revolving Account, at the April 2006 Town Meeting for the purpose of which receipts in connection with the sale of recyclable products will be deposited for use by the Department of Public works for the purpose of meeting the expenses of recycling programs, and further to authorize the expenditure of such funds to be expended at the discretion of the Department of Public Works a sum not to exceed a certain amount; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This article continues in place the mechanism used by the Town to utilize the revenue from the receipts of recyclable products.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

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**Article 32 Department of Elder Affairs Revolving Fund – Re-authorize**

To see if the Town will vote to re-authorize pursuant to the provisions of MGL Chapter 44, Section 53E ½, the Department of Elder Affairs Revolving Account as voted in Article 16 – Department of Elder Affairs Revolving Account, at the October 2004 Town Meeting for the purpose of which receipts in connection with department programs will be deposited for use by the Department of Elder Affairs for the purpose of providing assistance for the operation of elderly related programs, and further to authorize the expenditure of such funds to be expended at the discretion of the Department of Elder Affairs a sum not to exceed a certain amount; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This article continues in place the mechanism used by the Department of Elder Affairs to assist in the operation of elderly related programs.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

**Article 33 Emergency Management "All Hazards" Revolving Fund – Re-Authorize**

To see if the town will vote to re-authorize pursuant to the provisions of MGL Chapter 44, Section 53E ½, the Emergency Management "All Hazards" Revolving Account as voted in Article 13 – Create Emergency Management "All Hazards" Revolving Account, at the October 2007 Town Meeting for the purpose of which receipts in connection with emergency management programs will be deposited for use by the Emergency Management Department for the purpose of meeting the expenses related to assisting in the cleanup of spills of hazardous materials, and further to authorize the expenditure of such funds to be expended at the discretion of the Fire Chief, a sum not to exceed a certain amount; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This article continues in place the mechanism used by the Emergency Management Department to utilize the monies collected from insurance companies for hazardous materials incidents.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

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**Article 34 Youth Services Revolving Fund – Re-Authorize**

To see if the town will vote to re-authorize pursuant to the provisions of MGL Chapter 44, Section 53E ½, the Youth Services Revolving Account as voted in Article 29 – Youth Services Revolving Fund, at the October 2006 Town Meeting for the purpose of which receipts in connection with department salaries and/or programs will be deposited for use by the Youth Services Committee for the purpose of meeting the expenses of the Youth Services Department's salaries and/or expenses, and further to authorize the expenditure of such funds to be expended at the discretion of the Youth Services Committee, a sum not to exceed a certain amount; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This article continues in place the mechanism used by the Youth Services Committee to assist in the operation of the Youth Services Programs.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

**Article 35 Library Activity Room Revolving Account – Re-authorize**

To see if the town will vote to re-authorize pursuant to the provisions of MGL Chapter 44, Section 53E ½, the Library Activity Room Revolving Account as voted in Article 14 – Library Activity Room Revolving Fund, at the April 2009 Town Meeting into which funds collected from the operation of certain programs in the Library Activity Room shall be deposited for use to benefit the upkeep and maintenance of the library building, and further to authorize the expenditure of such funds to be expended at the discretion of the Library Trustees; a sum not to exceed a certain amount; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This article continues in place the mechanism used by the Library to deposit revenue obtained from the use of the Activity Room at the Library.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

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**Article 36 Board of Health Revolving Account – Re-authorize**

To see if the Town will vote to authorize pursuant to the provisions of MGL Chapter 44, Section 53E ½, the Board of Health Clinic Revolving Fund as voted in Article 18 - Board of Health Clinic Revolving Account, at the October 2012 Town Meeting into which funds from certain immunization clinics and grants shall be deposited for use by the Board of Health to meet expenses for routine immunization and emergency dispensing clinics, and further to authorize the expenditure of such funds to be expended at the discretion of the discretion of the Board of Health; not to exceed a sum of money for said purposes; or what it will do in relation thereto.

**Sponsor:** Board of Selectmen

**Description...**

*This article continues in place the mechanism used by the Board of Health to assist in the operation of the Board of Health Clinics.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

**Article 37    Accept MGL Chapter 41, Sec. 81U, Paragraph 12: Use of Security Funds for Town Completion of Subdivisions**

To see if the Town will vote to accept the following provisions of MGL Chapter 41, Section 81U:

"In any town which accepts the provisions of this paragraph, the proceeds of any such bond or deposit shall be made available to the town for expenditure to meet the cost and expenses of the municipality in completing the work as specified in the approved plan. If such proceeds do not exceed one hundred thousand dollars, the expenditure may be made without specific appropriation under section fifty-three of chapter forty-four; provided, however, that such expenditure is approved by the board of selectmen. The provisions of this paragraph shall not apply to cities or to towns having town councils."

Or what it will do in relation thereto.

**Sponsor:** Community Planning Commission

**Description...**

*This article would allow the Community Planning Commission, with approval of the Board of Selectmen, to use subdivision security funds without specific appropriation to complete subdivision roadways and utilities not properly constructed within the time allowed.*

**Recommendations ...**

**Selectmen:** Recommended.

**Finance Committee:** Recommended.

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**Article 38    Citizens' Petition: Bylaw Providing for the Disposition of Civil Traffic Infractions Arising in the Town of North Reading**

Long Title: A bylaw providing for the disposition of civil traffic infractions arising in the Town of North Reading, MA in a diversion program operated by the National Traffic Ticket Diversion Tribunal and providing for increased enforcement of the traffic laws in the Town of North Reading, MA.

1. The Town of North Reading, MA hereby ordains that civil traffic infractions which do not result in an accident can and should be disposed of in diversion. The police are hereby mandated to refer the aforementioned non-accident civil traffic infractions to the National Traffic Ticket Diversion Tribunal for disposition. As to civil traffic infraction resulting in an accident, such referrals to the National Traffic Ticket Diversion Tribunal are discretionary.
2. The Town of North Reading, MA hereby finds that a quota is needed to bring drivers into better compliance with the traffic laws. Furthermore, the people of the Town of North Reading find that a diversionary traffic violation referral quota is constitutional under the state and federal constitutions and is in compliance with all state and federal laws. The Town of North Reading, MA hereby mandates a quota. The quota is initially set at 400 diversionary referrals per week for one year. The aforementioned one year initial quota period is

- mandated to begin the first calendar week after the 90th day after passage of this by-law. Deficiencies in meeting the quota for any week shall cumulate and must be made up within 2 weeks after the deficiency. After the first year, the diversionary quota shall be set by the National Traffic Enforcement Advisory Agency. Furthermore, the police shall enforce the traffic laws according to the rules and guidelines of the National Traffic Enforcement Advisory Agency.
3. The following fees shall be assessed to defendants alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA upon disposition by the National Traffic Ticket Diversion Tribunal on a per charge basis:
    - a. Police Investigation Surcharge of \$50.00 earmarked for Town of North Reading, MA General Fund.
    - b. Administrative Surcharge of \$20.00 earmarked for the National Traffic Ticket Diversion Tribunal.
    - c. Cost of Prosecution of \$5 earmarked for the Office of Diversion Prosecutor at the National Traffic Ticket Diversion Tribunal.
  4. The total amount of \$75.00 per charge shall be due in a lump sum and payable to the National Traffic Ticket Diversion Tribunal upon disposition plus any fees and/or late fees and/or transcript fees and/or trial fees and/or first appeal fees and/or certiorari appeal fees and/or surcharges and/or costs and/or collections.
  5. The witnessing officer(s) shall complete the Traffic Infraction Field Identification Report using the most current Traffic Infraction Field Identification Report form from the National Traffic Ticket Diversion Tribunal.
  6. The witnessing officer(s) shall complete the Traffic Infraction Probable Cause Affidavit using the most current Traffic Infraction Probable Cause Affidavit form from the National Traffic Ticket Diversion Tribunal.
  7. The witnessing officer(s) shall complete the Traffic Infraction Incident Report using the most current Traffic Infraction Incident Report form from the National Traffic Ticket Diversion Tribunal.
  8. The witnessing officer(s) shall complete the Notice Of Traffic Infraction Diversion Referral using the most current Notice Of Traffic Infraction Diversion Referral form from the National Traffic Ticket Diversion Tribunal.
  9. Police officer wages and/or overtime and/or related postage and/or other costs related to filling out and processing the Notice Of Traffic Infraction Diversion Referral, Traffic Infraction Field Identification Report, Traffic Infraction Probable Cause Affidavit, and Traffic Infraction Incident Report shall be out of funds from the Police Investigation Surcharge.
  10. The cost of police officer wages and overtime related to filling out and processing diversion paperwork other than the Notice Of Traffic Infraction Diversion Referral, Traffic Infraction Field Identification Report, Traffic Infraction Probable Cause Affidavit, and Traffic Infraction Incident Report shall be paid out of National Traffic Ticket Diversion Tribunal funds to the extent that funds are made available.
  11. The cost of police officer wages and overtime related to appearing and testifying at National Traffic Ticket Diversion Tribunal hearings and trials shall be paid out of National Traffic Ticket Diversion Tribunal funds to the extent that funds are made available.
  12. The police are hereby mandated to use the proper forms of the National Traffic Ticket Diversion Tribunal in carrying out diversionary referrals with respect to defendants

- alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA.
13. The general contemplated procedure for making a diversionary referral is that upon stopping a defendant alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA, the witnessing officer(s) shall complete the Notice Of Traffic Infraction Diversion Referral and serve the Notice Of Traffic Infraction Diversion Referral on the defendant during the stop or thereafter. The Traffic Infraction Probable Cause Affidavit, Traffic Infraction Field Identification Report, and Traffic Infraction Incident Report shall be completed by the witnessing officer(s) during or after the stop of the defendant. The Traffic Infraction Probable Cause Affidavit, Traffic Infraction Field Identification Report, and Traffic Infraction Incident Report need not be served on the defendant by the witnessing officer(s). The aforementioned Traffic Infraction Probable Cause Affidavit, Traffic Infraction Field Identification Report, and Traffic Infraction Incident Report shall be submitted to the Clerk of the National Traffic Ticket Diversion Tribunal with copies to the Diversion Prosecutor. The Notice Of Traffic Infraction Diversion Referral shall also be submitted by the witnessing officer(s) to the Clerk of the National Traffic Ticket Diversion Tribunal with copies to the Diversion Prosecutor. Defendants alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA shall be entitled to copies of the aforementioned Traffic Infraction Probable Cause Affidavit, Traffic Infraction Field Identification Report, and Traffic Infraction Incident Report according the discovery procedures of the National Traffic Ticket Diversion Tribunal.
  14. Diversionary trials shall be handled by the National Traffic Ticket Diversion Tribunal Trial Division with respect to defendants alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA.
  15. Diversionary first appeals shall be handled by the National Traffic Ticket Diversion Tribunal Appellate Division with respect to defendants alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA. First appeals shall be on the record with respect to defendants alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA.
  16. Diversionary 2nd appeals shall be handled by the National Traffic Ticket Diversion Tribunal Supreme Division with respect to defendants alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA. 2nd diversionary appeals shall be on the record and only on a certiorari basis with respect to defendants alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA.
  17. The police are hereby mandated to follow any procedure of the National Traffic Ticket Diversion Tribunal in carrying out the referrals of defendants alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA.
  18. The police are hereby mandated to follow any procedure of the National Traffic Ticket Diversion Tribunal in following up on referrals of defendants alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA.
  19. The National Traffic Ticket Diversion Tribunal shall make rules necessary and proper to implement all procedures described in this by-law with respect to defendants referred to diversion at the National Traffic Ticket Diversion Tribunal who are alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA.
  20. The National Traffic Ticket Diversion Tribunal shall provide by rule for discovery with respect to defendants who are alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA.
  21. Defendants alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA are entitled to bring motions to suppress in the National Traffic Ticket Diversion Tribunal under proper circumstances. The National Traffic Ticket Diversion Tribunal shall make appropriate rules to provide for the disposition of motions

- to suppress with respect to defendants alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA.
22. Defendants alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA are entitled to a speedy diversionary trial. The National Traffic Ticket Diversion Tribunal shall make appropriate rules to provide for a speedy diversionary trial with respect to defendants alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA.
  23. The National Traffic Ticket Diversion Tribunal may implement procedures for defaulting defendants alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA.
  24. A defendant alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA may opt out of diversion at any time prior to payment of the required fee. The proper police officer(s) shall issue and serve the citation and summons and other necessary and proper court papers upon being notified by the National Traffic Ticket Diversion Tribunal that a particular defendant alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA has opted out of a diversion case. Furthermore, the proper police officer (s) shall properly follow-up on opt-out defendants shall be paid out of National Traffic Ticket Diversion Tribunal funds to the extent funds are made available; provided however that the Town of North Reading, MA shall first exhaust any funds made available by the fines and/or court costs and/or collections on the formal citation issued.
  25. In the event that a defendant alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA falls more than 30 days past due on any part of the payment due, the National Traffic Ticket Diversion Tribunal Collections Division shall notify proper police officer(s) of the failure to pay by the particular defendant. The aforementioned proper police officer(s) shall promptly issue and serve the citation and summons and other necessary and proper court papers upon being notified of such 30 day failure to pay by a particular defendant alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA. Furthermore, the proper police officer(s) shall properly follow up on failure to pay cases. The costs of the police processing and following up on defendants who fail to pay shall be paid out of National Traffic Ticket Diversion Tribunal funds to the extent funds are made available; provided however that the Town of North Reading, MA shall first exhaust any funds made available by the fines and/or court costs and/or other costs and/or collections on the formal citation issued.
  26. The National Traffic Ticket Diversion Tribunal may provide by rule for the charging of fees and/or reasonable trial fees and/or reasonable appeal fees and/or reasonable certiorari fees and/or reasonable late fees and/or transcript fees and/or reasonable costs with respect to defendants alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA.
  27. By participating in diversion, a defendant alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA agrees to waive and toll the statute of limitations and speedy trial and all other prosecution deadlines during the period of time that the case is being litigated in the National Traffic Ticket Diversion Tribunal. Furthermore, a defendant alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA may agree to make an intelligent waiver of the statute of limitations, speedy trial, or any other prosecution deadline for any intelligent reason. Thus, a defendant alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA may agree to waive the statute of limitations, speedy trial, or any other prosecution deadline which has already been waived automatically by participating in diversion thereby resulting in a "double waiver"

28. It is the mandate of the Town of North Reading, MA that only licensed attorneys shall practice before the National Traffic Ticket Diversion Tribunal for cases involving defendants who are alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA. Furthermore, it is the mandate of the Town of North Reading, MA that only licensed attorneys shall hear cases as judges at the National Traffic Ticket Diversion Tribunal with respect to defendants alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA. It is noted that the National Traffic Ticket Diversion Tribunal has a policy of only allowing licensed attorneys to practice before the National Traffic Ticket Diversion Tribunal including the Diversion Prosecutor and his or her assistants. It is further noted that the National Traffic Ticket Diversion Tribunal has a policy of only allowing licensed attorneys to serve as judges at the National Traffic Ticket Diversion Tribunal.
29. A defendant alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA may be assessed an aggravating factor surcharge of up to \$1,000.00 in proper cases on a per charge basis. The proceeds of aggravating factor surcharges shall be earmarked to the Town of North Reading, MA general fund. Furthermore, for defendants alleged to have committed a traffic infraction or traffic infractions in the Town of North Reading, MA, where there is an articulable aggravating factor, diversion is discretionary.
30. In the event that funding is not made available for a particular case by the National Traffic Ticket Diversion Tribunal, the police may abandon the particular case.
31. The National Traffic Ticket Diversion Tribunal reserves the right to cancel all or any part of the diversion program described in this bylaw.
32. This bylaw is fully severable.

**Sponsor:** Carl Martin Swanson and Others.

**Description...**

*This article is a citizens' petition to amend the Town's General Bylaws by establishing an alternative means to handle traffic infractions. Town Counsel has advised the Board of Selectmen that while it complies with the statutory requirements to be placed on the Town Meeting warrant, this article, if approved, is unlikely to be approved by the Attorney General because it is inconsistent with state law.*

**Recommendations ...**

**Selectmen:** Not recommended.

**Finance Committee:** Not recommended.

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And you are directed to serve this Warrant by posting up attested copies, fourteen days at least before the time of holding said meeting, in accordance with the Code of the Town of North Reading.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, as aforesaid.

Given under our hands this ninth day of May in the year of our Lord two thousand and sixteen.

**BOARD OF SELECTMEN**

Robert J. Mauceri, Chairman  
Stephen J. O'Leary, Vice Chairman  
Kathryn M. Manupelli, Clerk  
Michael A. Prisco  
Jeffrey R. Yull

A True Copy: Attest  
John J. Firriello, Constable